

Arizona Department of Education  
Education of Homeless Children and Youth  
Dispute Resolution Process

If a dispute arises over school selection or enrollment, the LEA must immediately enroll the homeless student in either the school of origin or the school of residency, whichever is sought by the parent, guardian, or homeless youth, pending resolution of the dispute. The LEA must also provide transportation to the parent-selected school for the duration of the dispute resolution process. In cases of an inter-district dispute, the LEAs must split the costs associated with this transportation.

With the help of the LEA Liaison, the parent, guardian, or homeless youth shall work through the expedited Dispute Resolution Process established by the Local Education Agency. The LEA shall provide the parent, guardian, or homeless youth with a written notice of the LEA's decision regarding school selection or enrollment and their right to appeal.

If the parent, guardian, or unaccompanied youth is dissatisfied with the resolution, he/she may appeal the decision to the state level.

The state level dispute resolution process is available for appeals from district level decisions and inter-district disputes. Parents, guardians, unaccompanied youths, or public school districts and charter holders may file appeals.

To initiate the state level dispute resolution process, within seven (7) work days after receiving written notification of the district level or inter-district decision, the appellant must forward to the Arizona Department of Education Homeless Education Coordinator:

- 1) a copy of the State Level Notice of Appeal; and
- 2) a copy of the LEA's written decision

Copies of all paperwork filed with the Homeless Education Coordinator shall be provided to all other parties to the proceeding.

Upon receipt of a notice of appeal, the Homeless Education Coordinator shall, within seven (7) work days, convene a panel of at least two (2) Arizona Department of Education employees, including the Homeless Education Coordinator and the Deputy Associate Superintendent for the Unit or his/her designee. This panel shall review the entire record of the dispute, including any written statements submitted, and make a determination based on the child or youth's best interest. Within seven (7) workdays of the date the panel convenes, the Arizona Department of Education will issue this decision in writing.

The determination of the panel shall be final.